

**Application for a  
Environmental Management System (EMS) Pilot Project  
Quick Start Grant 2010**

The purpose of the EMS Quick Start Grant Program is to assist EMS Pilot Project participants towards environmental improvements in the six areas pursuant to Iowa Code Section 455J.7. Those six areas include: Yard Waste Management, Household Hazardous Waste Collection, Water Quality Improvement, Green House Gas Reduction, Recycling and Environmental Education.

Each of the six Pilot Areas selected for the 2009/2010 EMS Pilot Project is eligible for an immediate and one-time only starter grant of up to \$20,000 funds to support activities identified in the EMS Pilot Project Application and/or subsequent activities as identified by the Pilot Area's EMS Core Team and their objectives and targets. The requested amount must be matched by a 25% cash or In-Kind amount. Please fill out the short application below.

**SECTION 1 – Identification Information**

EMS Pilot Area Name:	
Contact Person:	
Mailing Address:	
Telephone:	
Fax:	
Email:	
Federal ID number :	

**SECTION 2 – EMS Quick Start Grant Funding Proposal**

**EMS Quick Start Grant Funds may be used for but are not limited to the following types of expenses in support of one of the objectives and targets:**

- Equipment and supplies
- Expertise – Consultants, temporary employees, or media professionals - i.e. web/graphics/ad specialists – or for attending training or workshops to gain expertise, EMS training materials
- Mini grants or subsidies, cost shares, or seed money for residents, area governments, businesses, or partners outlined within approved fenceline
- Media and advertising costs - i.e. print, web, television, radio, other promos, displays
- Gathering baseline data

**Please write a brief description of how grant funds will be utilized**

Please include timeline and assignments -- identify major tasks needed to implement the project or projects for which funds will be used and the person or persons assigned to those tasks. You may also include a separate estimated project budget spreadsheet.

<b>Amount of Funding Requested:</b>	
<b>Amount of Matching Funds (if any)</b>	
<b>Value of In-Kind Committed:</b>	
<b>Total Estimated Project Cost:</b>	

ENVIRONMENTAL MANAGEMENT SYSTEM QUICK START GRANT APPLICATION

**Leslie's Notes and Questions –**

- Funds will be available by? *Once applications are approved, Pilots should receive 50% of request, with the balance upon completion.*
- We will use the same voucher process SWAP uses
- Reporting – quarterly reports will be due until funds are completely expended and their use has been fully documented in at least one previous quarterly report
- I will see if Angie can do final application in an online form.
- Documentation/Flow
  - Pilot fills out grant application
  - Council/Committee approves grant app
  - DNR sends contract and 50% payment request form to Pilot, W-9 Form
  - Pilot returns signed contract, payment request form and W-9
  - LG and AI approve
  - Goes to Pam Brown for payment – 30 days?

**SECTION 3 – Signature**

I affirm the information provided on this Application is true, and that I will provide all other information requested for further substantiation. I agree that if awarded a Grant, I will execute the contract the DNR provides for conveying those funds, which contract will include but not be limited to conditions for expending those funds, and for making reasonable accounting of those expenditures and matching funds or in-kind expenses.

\_\_\_\_\_  
Signature, Title

\_\_\_\_\_  
Date

•APPLICATIONS RECEIVED AT THE DEPT. OF NATURAL RESOURCES AFTER 4:30 PM ON \_\_\_\_\_, 2010 WILL NOT BE CONSIDERED FOR GRANT AWARDS.

EMAIL YOUR COMPLETED, SIGNED AND DATED APPLICATION AND ANY ADDITIONAL INFORMATION TO:  
LESLIE.GOLDSMITH@DNR.IOWA.GOV